

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF A REGULAR BOARD MEETING
Tuesday, OCTOBER 7, 2003 – 6:30 p.m.
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright. General Manager Rita Velasquez, Fire Chief Keith Grueneberg, and Administrator of Parks & Recreation David Wigginton were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President McElroy called the meeting to order at 6:35 p.m.
2. Director Wright led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. Director Perez introduced Mary Anne Chapelle the new Interim Director for the Elk Grove Senior Center. Ms. Chapelle over the years has volunteered at the Senior Center and has served in the capacity as secretary, treasurer, vice-president, and president on the Board.
2. Jerry Fox introduced David Archer, Park Maintenance Worker I, and Ken Houghtaling, Park Maintenance Worker II, recent hires to the Parks Maintenance Division. Eric Hunt, Park Maintenance Worker II, also recently hired to the Division was unable to attend the meeting.

C. DEPARTMENT HEAD REPORTS

- 1.&2. General Manager and Administrative Services Department Reports – Rita Velasquez reported staff has met with EPS on updates for the East Elk Grove and Elk Grove West Vineyard finance plans; preliminary figures should be available by mid- or late October.

The Wilton Fire Protection Board of Directors have accepted CSD's proposal for management services effective November 1, 2003, pending formal approval by both Boards.

Staff is completing the audit preparation package for Richardson & Company, who will be here in the next few weeks performing the annual audit. Administrative Services Department Staff are working with the Parks Department on the registration software program. Staff met with various asset management firms for cash investment purposes and will forward a recommendation to the Board for approval.

The Elk Grove Library Group has selected a plan for the new library facility and will be making a presentation to the Board; staff will research acquisition of the land adjacent to the CSD Building from the County based on the plan. Rita reported work is progressing along at the Laguna Community Park Aquatic/Community Center and passed around pictures taken of recent developments. Staff has forwarded sample bid documents to the architect for the Senior Center's remodel. Construction on the fire training facility has started. Staff will continue to meet with developers to acquire property for Fire Station 77.

3. Parks & Recreation Department – Under the Recreation Division, David Wigginton reported due to popular demand, two performances of Alice in Wonderland were held at Laguna Town Hall; the NFL Youth Flag Football season is underway with 350 participants, comprising 34 teams; and the adult basketball program opened it's season on September 21.

The Park Maintenance Division completed 180 work orders and 150 ball field preps, installed two new entry signs at Elk Grove Park, renovated six horseshoe pits, hydro seeded 30,000 square feet of turf, and replaced 30 irrigation heads.

Under the Planning and Design Division, staff reviewed 22 projects. The Jungkeit, Fleming, and Hawkins Parks will be hydro seeded within the next two weeks for a spring dedication; City and County approvals have finally been received for Rau Park – construction will begin within the next two weeks; a topographic survey is underway for the Hal Bartholomew Sports Park; and construction documents for Phase II Johnson Park are being prepared.

The Laguna Town Hall hosted a Comedy Night, the Stage Fun performance, one fundraiser, one wedding, and five receptions. The Pavilion hosted two wedding receptions, two musical events, and one special event. Strauss Island facilitated the Kite Festival, a Jazz Festival, two weddings, and two music events

By way of general information, 240 volunteers contributed 1,746 hours last month, valued at about \$11,786; there were approximately 4,300 visitors at Laguna Town Hall and 1,435 visitors at the Strauss Island and Pavilion; program participants for the month totaled 27,000, with total participation year-to-date at 98,000; sponsorship and donations for the month totaled \$19,000; and thirteen participants requested financial assistance through Operation Clyde.

4. Fire Department – For the month of September, Chief Grueneberg reported on the activities the Department participated in to enhance public relations: engine companies transferred students to local schools; visited two neighborhood block parties; hosted a special training session at Station 73 for the Sacramento K–9 companion dogs and their handlers; attended the Harvest Church Fall Festival; conducted fire extinguisher training for P&R Department maintenance staff; conducted three school visits and three fire station tours; provided standby support at the Sunset Sky Ranch Airport stunt show and at four high school football games; attended the Ralph's grocery store grand opening; and participated in the Kitefest and Harvest Festival recently held at the Elk Grove Park.

Staff is monitoring the progress of the Architects on the addition/remodel of Fire Station 74. As for the training facility, Chief Grueneberg reported work is progressing rapidly – concrete work has started for the driveway access to the training center; final grading has been done in front of the shop area; the training tower is ready to be assembled; the swift water rescue canal is being built; foundation footings are poured for the tower; and electricians are working daily to install the proper conduits where needed.

Battalion Chief Mike Zehnder presented a Power Point presentation of run statistics for the Department. Highlights include comparison of calls for the first half of 2003 at 3,493 versus 3,507 calls for the first half of 2002. For the month of September 2003, crews responded to 603 calls – 427 medical aids, 61 fire calls, 91 public assistance, and 71 special-type calls.

Incident photos taken with a new digital camera were shown as well as aerial photos of a rash of fires along the Interstate 5 corridor. Mike reported 83 of those fires were considered significant, with the most significant one burning about 422 acres; no damage was reported to any of the new homes in the area.

Fire Marshal Steve Foster reported the Department is taking on a defensive mode with regards to the threat of fires along the I–5 corridor. Some of the tactics the Department is looking at is the use of a new fire fighting techniques; setting up strategic ways to get into Stonelake Wildlife Refuge area; implementing rules and regulations with the development community, such as two points of access to any development, releasing only 40 permits until additional points of access are made, insuring fire hydrants are working before framing goes up, streets are paved and temporary street sides are in so crews can find the homes, updating map books with new projects; working with land owners and developers on weed abatement issues; and working with Fish and Wildlife, Cal Trans, and homeowner representatives on a fire mitigation plan for the I–5 corridor.

D. COMMUNICATIONS FROM THE PUBLIC

1. NONE

E. CONSENT CALENDAR

1. The Board approved the September 2, 2003 minutes of a regular Board meeting. Perez-Derr, unanimous.
2. The Board received and filed letters of appreciation to EGCSO staff.
3. The Board approved the Proclamation honoring Assistant Fire Chief Michael R. Morrison on his retirement from the EGCSO. The Board congratulated Chief Morrison on his retirement and expressed their gratitude to him for his 31 years of dedicated service to the community and to the Fire Service. Derr-Wright, unanimous.
4. The Board ratified payment of the August 2003 bills and payroll for the EGCSO; and received and filed the Budget Status Reports for the month of August 2003. Perez-Derr, unanimous.
5. The Board approved the reorganization within the Parks Department and the redistribution of duties for better staff utilization. Wright-Derr, unanimous.
6. The Board approved the Lease Extension for two classrooms at the Celebration Life Ministries Church for continued operation of CSO pre-school programs. Perez-Derr, unanimous.
7. The Board approved Resolution No. 2003-71, which allows the District to apply for Per Capita grant funds under the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002; and approved the allocation of the District's \$426,000 in Per Capital funds to the renovation/repair of roads and restrooms in Elk Grove Regional Park. Mulberg-Derr, unanimous.
8. The Board approved Resolutions Nos. 2003-72 and 2003-73, granting a public utility easement and right-of-way adjustment at Rau Park to the City of Elk Grove; and approved Resolution No. 2003-74, granting a water easement to the Sacramento County Water Agency. Perez-Derr, unanimous.
9. The Board approved the Agreement for the purchase and sale of a 1.46-acre site for Fire Station 72 within East Franklin for \$465,500 from Reynen & Bardis, to be paid with development fees; approved Resolution No. 2003-75, accepting a Grant Deed for a portion of Parcel No. 132-0020-159 for the relocation of Fire Station 72; and authorized the General Manager to execute all necessary documents. Perez-Derr, unanimous.
10. The Board awarded a contract for a canopy to Skyline Construction for \$28,000, plus \$1,500 for the foundation and \$3,000 for permits; and awarded the contract for a modular classroom to Resun for \$127,099 plus 5% contingency for the William Perry Schulze Fire Training Facility. Perez-Derr, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. NONE

G. PUBLIC HEARINGS

1. NONE

H. STAFF REPORTS

1. The Board received a presentation from John Hodgson, representing the Laguna Ridge Specific Plan owners. Rita stated since the Board packet went out, staff has received an update of the Laguna Ridge Plan and was happy to report the new plan does meet all Quimby requirements for parkland.

In addition, it has the connectivity that the CSD Board had requested. Because the updated plan meets all of CSD's criteria, staff recommended the Board approve the plan as presented by John Hodgson, representative for the Laguna Ridge Specific Plan owners.

The Board commended the project team and developers for being responsive to the District's and the community's needs, and for working diligently with staff to insure Quimby dedications are met. They proceeded to approve the updated parkland exhibit representing 118 acres of Quimby dedication and approximately 50 acres of parkways and trails within the Laguna Ridge Specific Plan. Staff will prepare a letter to the City of Elk Grove indicating the Board's approval. Derr-Perez, unanimous.

I. BOARD OF DIRECTORS BUSINESS

1. The Board appointed Elizabeth Pinkerton as the Elk Grove Unified School District representative to the Park/Recreation Facility Naming Committee. Mulberg-Perez, unanimous.
2. The Board approved co-sponsoring a Time Capsule as proposed by the City of Elk Grove and determined the Laguna Community Park as the park site for the burial of the capsule. Wright-Mulberg, unanimous.
3. Fire Committee – Director Derr – No report.
4. Parks and Recreation Committee – Director McElroy stated the Committee met earlier tonight; recommendations on issues discussed will be forwarded to the Board.
5. Budget/Finance/Insurance Committee – Director Perez – No report.
6. Policies & Procedures Committee – Director Mulberg – No report.
7. Strategic Planning Committee – Director Wright – No report.
8. Fire Communications Board – Director McElroy reported Jim Vanderdeen was hired as the Interim Manager for the Com Center; negotiations continue with 522; and the accounting system is being updated.
9. Senior Center Board – Director Perez stated the Senior Center Board accepted the resignation of Joyce Drush effective October 18; recruitment for a permanent director is underway. Due to issues with the foundation for the temporary building, the remodel project will be delayed.
10. Sacramento Council of Parks & Recreation – Director Derr – No report.
11. Local Agency Formation Commission (LAFCo) – Director Mulberg stated the annexation of Laguna West to the City of Elk Grove was approved. Upcoming items include a run-off election for a special alternate to LAFCo.
12. Sacramento County Treasury Oversight Committee – No report.
13. Miscellaneous Reports – President McElroy announced Director Mulberg was elected to the Cal LAFCo as a Special District Representative.

J. COMMUNICATIONS FROM THE PUBLIC

1. NONE

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. Director Derr asked the Barbara Morse Wackford Aquatic/Community Center be referred to as the Wackford Complex in the future, instead of the BMW Center.
2. Director Mulberg asked staff to look at consolidating benefit zones in some of the landscape and lighting areas and to forward a recommendation to the Strategic Planning Committee for consideration. Rita indicated staff is currently working on this issue.

L. ADJOURNMENT TO EXECUTIVE SESSION

1. The Board adjourned to an Executive Session at 8:30 p.m.

M. EXECUTIVE SESSION

A closed session was opened at 8:33 p.m. to discuss the following item:

1. Public Employee Performance Evaluation – Title: General Manager
(*Government Code Section 54957*)

N. REOPEN REGULAR MEETING

President McElroy reopened the regular Board meeting at 9:03 p.m.

O. ADJOURNMENT

With no further business, President McElroy adjourned the regular meeting at 9:04 p.m.

Respectfully submitted,

Rita K. Velasquez
Secretary of the Board